Internet Single Subscriber

Note: Information used to complete examples is fictitious.

Click the **Transaction Login** link on the Medi-Cal Web site to log on to Transaction Services.

Type your user ID in the **Please enter your User ID** field.

Note: The user ID is your nine-digit Medi-Cal provider number or submitter ID.

Type your password in the **Please enter your Password** field.

Note: The password is your seven-digit Medi-Cal Provider Identification Number (PIN) or your submitter password.

Click **Submit.**

This is the Medi-Cal **Transaction Services** menu.

In this tutorial, you will learn how to check Single Subscriber eligibility.

Click the **Single Subscriber** link to begin the process of verifying single subscriber eligibility.

From this menu you may choose to:
Check single subscriber eligibility.
Check multiple subscribers' eligibility.

Subscriber information may be entered three different ways.

1. Swipe the BIC through the bar code reader if one is attached to the PC.
2. Manually type the recipient's (subscriber's) information in the required fields.

Or

3. Click **Recall data from last transaction** to automatically populate the fields with the recipient's (subscriber's) information that was last submitted.

After all information is entered, click **Submit**.

In this example, we will be manually typing the recipient's (subscriber's) information in the required fields.

The eligibility response for the recipient (subscriber) will appear on the Eligibility Response page.

The eligibility response will display three different color signal lights depending on eligibility status.

A green signal light indicates a recipient (subscriber) is eligible for services.

A yellow signal light indicates a recipient (subscriber) is eligible for benefits under certain conditions.

A red signal light indicates a recipient (subscriber) is not eligible for benefits.

Verify all eligibility information.

You may print this page for your records.

Note the information within the **Eligibility Message** field.

Remember

- The Internet/CMC agreement is required before providers can access eligibility verification on the Internet.

- Log on to **Transaction Services** with the user ID and password.

- Swipe the BIC, enter the subscriber information or use the Recall data from last transaction button to enter recipient (subscriber) information and click **Submit**.